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**VIRAK V GANDHI**

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**DOB**- 22-Dec-1988

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| **Education** |
| |  |  |  |  |  |  | | --- | --- | --- | --- | --- | --- | | **Degree** | **School**  **/College** | **University**  **/Board** | **Specialization** | **Batch Year** | **Percentage**  **/Grade** | | PGDM | Som Lalit Institute of Management Studies,  Ahmedabad | AICTE | Finance | 2011-2013 | CGPA  3/4.2 | | B.COM | MV & LU College of Commerce, Arts & Science,  Mumbai | Mumbai University | Accounts | 2007-2010 | 58% | | HSC | ADK Jr. College, Mumbai | Maharashtra  Board | Commerce | 2006-2007 | 50% | | SSC | Indian School Muladha,  Muscat-Oman | CBSE | General | 2004-2005 | 60% |   **Internship** |
| |  | | --- | | **Ahmedabad Stock Exchange Limited (ASEL) (April 2012– June 2012)**  **Management Intern**  **Project Description:** (a) Understanding functions & procedures of Depository Participant (DP) Operations and Customer Satisfaction of CDSL BO Account Holders at ASEL (b) Study of Four Perspectives of Balanced Score Card of ASEL  **Work Experience** | | **HDFC Securities Ltd. (Subsidiary of HDFC Bank Ltd.) (June 2013-July2015)**  **Ahmedabad Branch, Gujarat, India**  **Job Designation: Relationship Manager**  **Job Profile: Dealing in Equity and currency Market.**  **Job Description:**   * Dealing in Stock Market as well as Currency Market**.** * Solving client’s queries related to stock market. * Suggesting investments to needful client * Mentoring new traders regarding the application of trading approaches. * Bought and sold stocks on behalf of the owner. * Identification of trading techniques that will bring more income to the client | |
| **ICICI Bank Ltd. (July2015-July 2017)**  **Vadodara – Main Branch , Race Course**  **Job Designation- Deputy Manager (Privilege Banking)**  **Job Profile- Branch Banking**  **Job Role-**   * Maintain productivity * Perform compliance, service and operations in branch * Generate revenue by penetrating fro existing client portfolio * Meet annual targets   **Deliverables:**   * Cross selling of new products and services like LI, MF, GI, for both new and existing privilege customers. * Achieve sales target for CASA and NRI products * Maintaining good relationship with customers * Provide guidance and advice to the customers about the products and services offered |
| **Skills and Competencies:**   * Business and service skills * Understanding and knowledge of the financial products * Good communication skills * Ability to build and maintain relationships with new and existing customers |
| **Extra Qualification:**   * Passed Investment Analysis and Portfolio Management Module of National Stock Exchange * Passed Currency Derivative Module conducted by NSE * Passed AMFI Module | |
| **Languages Known:**  English, Arabic, Hindi and Gujarati & Kutchi.   |  | | --- | |  | | |

**Computer Proficiency:**

* Familiar with MS Word, Excel and Power point
* Tally ERP 9.0
* Finnacle 10X